

PWCJAXINST 11240.1A
12 Aug 1998

JUSTIFICATION FOR CLASS "B" RENTAL VEHICLE

(Command Letterhead)

From: Commanding Officer,
To: Commanding Officer, Navy Public Works Center Jacksonville (Code
700)

Subj: JUSTIFICATION FOR CLASS "B" RENTAL VEHICLE(S)

Ref: (a) PWCJAXINST 11240.1A

1. Per reference (a), request a Class "B" assignment suitable for the following:

a. Describe the requirement, i.e., hauling cargo, or personnel; provide the weight/bulk of cargo or number of personnel, etc.

b. Project annual utilization (miles expected to drive), and location of where vehicle(s) will be driven. Do you plan to travel outside the normal POD on a routine basis?

c. I certify that we do not currently hold a vehicle inventory objective for the requested requirement

d. Alternative means of transportation have been considered, but are not available or feasible.

2. The following PWC Job Order Number _____ is provided for billing purposes. Our Activity Transportation Coordinator is _____, and may be reached at _____ (Telephone) _____.

*SIGNATURE

*Should be someone authorized to commit funds.